

Property Committee Minutes

April 11, 2011, 9:00 A.M.

The meeting was called to order by Chairman Renner at 8:33 a.m. The meeting was properly announced. Present were Renner, Allen, Kotlowski and Miller. Excused, Griffin. Also present were Cindy Phillippi and Tracy Hamman.

Motioned by Kotlowski/Miller to approve the agenda. Motion carried by unanimous voice vote. Motioned by Allen/Kotlowski to approve minutes of March 14 and April 1st. Motion carried by unanimous voice vote.

The committee took up item #8 on the agenda, discuss and/or act on options related to public awareness i.e., signs/office locations. The committee determined that the county buildings are adequately signed. In conclusion of the discussion, it was the consensus that employees/officials are here to serve the public. If citizens enter any county buildings needing assistance/directions, it should be courteously provided.

Item #7 on the agenda was discussed, update from Jim Grabarski on waterline project at fair grounds. Jim Grabarski present at 8:45 a.m. to report on fair grounds waterline. While working on the water line two abandoned septic systems were found. They already have taken care of one and the other is being worked on now. Jim reported they fill them in/knock them down and cover them. The \$29,460 allocated for the water line repairs will not cover all of the additional costs.

They have bored from the fence underground to exhibit building and already tapped into exhibit building. The meter will be inside the exhibit building. The new lines being run are not below frost line so the lines will need to be blown out in the fall. There installing a trap door in the exhibit building where the lines can be blown.

Jack Allen would like to see the waterlines mapped out so there is a clear picture of where things are located.

Jim Grabarski will talk with Tyler Grossheusch, in GIS (geographic information system). Jim informed the committee that tracer wire was placed in the waterlines and that there are breaks in certain sections. Jim indicated that all electric lines were mapped by Dennis Shad and that mapping the waterlines will be good for new people volunteering. There are (2) two gates that are 16" feet wide that were donated. The fair board would like to install them at the curve located by the old farmers building, to prevent drag racing on the new blacktop. The committee did not see any problems with this. Jim Grabarski informed the committee that Strongs Prairie gave the fairboard \$10,000 from room tax, but stipulated it is to be used towards good entertainment.

Item # 8 discuss and/or act on fence on Hutchinson property and use of. The committee decided the fence should remain on the Hutchinson property until it is sold. Once it is sold Jim can be contacted to remove the fence. Jim stated that they have volunteers and the equipment to remove the fence from the property and install it at the fairgrounds. They plan to replace fencing along the east property line and the hospital.

Item # 10, update from Mary Ann Bays on Hutchinson property. Jani Zander, treasurer's deputy was present and indicated the property will be advertised with the next regularly scheduled tax deed foreclosure sale if the committee agreed.

Motioned by Allen/Kotlowski to advertise the Hutchinson property with the next regularly scheduled tax deed foreclosure sale after the July court date. Motion carried by unanimous voice vote.

Jani informed the committee that there is a \$250.00 fee for letter of clearance from the DNR. I would be nice to have this to sell the property Jani stated that Mary Ann, treasurer has money in her budget to pay for this.

Motioned by Kotlowski/Miller to proceed with obtaining a letter of clearance from the DNR, contingent upon approval of the finance committee. Motion carried by unanimous voice vote.

Item #11 update on renovation project. After inspection at the community center it appears there needs to be some power vents installed. There is a positive pressure being created in the roof, heat is being trapped, there is no evidence of mold. The soffit is currently on backwards and the cement board is separating. Completely perforated soffit should be installed and the cement board fixed/replaced. Roof Consultants LLC will be providing a written report and submitting it to Ayres. The cost is unknown at this time.

Discussion related to ductwork cleaning took place during the walk through at Health and Human Service it is estimated to cost \$5,000-\$7,000 to clean it, this could be added as an alternate.

Item #12 update on maintenance items. The equipment has been purchased for the air conditioning in the courtroom. Installation will be handled by Hardwood Heating and Air Conditioning. There are potholes in the parking lot at Health & Human Services, and standing water on the west side of the lot the renovation project does not include sight work. Potholes will be fixed however there is nothing that can be done about the standing water. We are looking at removing the stumps where the trees were in the sheriff's department's parking lot and will pave in those areas. This should provide more parking.

Item #13 discuss fund 420 budgeted amount. The committee questioned the total fees of \$54,100.00 invoice number 08 1592.00, what number draw where they approving and what this dollar amount represented. In researching the \$54,100.00 fee, history provided that resolution 66-2009 allowed for the use \$45,800 of the money from the sale of the Highway building to retain Ayres to complete a space needs study, resolution 42-2010 allowed a general fund transfer of \$8,200 to retain Ayres for professional services for roof repairs of the community center and health and human services and health and human services building modifications. The \$45,800 and the 8,200 were not transferred, but moneys disbursed were from 100 22 51690 316. A budget revision will be completed to transfer the \$8,200. The \$8,200 was included in the total fees in the invoice although it is not part of the figure submitted related to the roof repairs of the community center/health and human service building or the building modifications. The total dollars allocated to the project are in fund 420 in the amount of \$735,371 resolution.

Next meeting date will be April 20, 2011, at 1:00 p.m. Future agenda items: Discuss and/or act final plans, Discuss and/or act on painting court reporters office, update on fund 420 budgeted amount.

Motioned by Allen/Miller to adjourn at 9:48 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi
Recording Secretary